

The Alan Turing Institute

Widening Access and Outreach Manager, (Defence and Security)

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There has never been a more significant time to work in data science and AI. There is recognition of the importance of these technologies to our economic and social future: the so-called fourth industrial revolution. The technical challenge of keeping our data secure and private has grown in its urgency and importance. At the same time, voices from academia, industry, and government are coming together to debate how these technologies should be governed and managed. The Alan Turing Institute, as the UK's national institute for data science and artificial intelligence, plays an important part in driving forward advances in these technologies in order to change the world for the better.

The Institute is named in honour of Alan Turing, whose pioneering work in theoretical and applied mathematics, engineering and computing is considered to have laid the foundations for modern-day data science and artificial intelligence. The Institute's purpose is to make great leaps in data science and AI research to change the world for the better. Its goals are to advance world-class research and apply it to national and global challenges, build skills for the future by contributing to training people across sectors and career stages, and drive an informed public conversation by providing balanced and evidence-based views on data science and AI.

After launching in 2015 with government funding from EPSRC and five founding universities, the Institute has grown an extensive network of university partners from across the UK and launched a number of major partnerships with industry, public and third sector. Today it is home to more than 500 researchers, a rapidly growing team of in-house research software engineers and data scientists and a business team.

BACKGROUND

The Alan Turing Institute launched its first Equality, Diversity and Inclusion (EDI) Strategy in September 2021. This strategy provides a framework and action plan to direct the Turing's work in the area of EDI and follows on the progress made by our EDI Working Groups.

We are seeking a Widening Access and Outreach Manager. The role holder will join the Culture and Learning Team within the People Directorate and will report into the EDI Strategic Lead. The role will involve working closely with our Defence and Security programme and partners.

ROLE PURPOSE

The Widening Access and Outreach Manager will be responsible for managing and delivering a widening participation careers project within defence and security. The project targets activities for children, young people and undergraduates including summer schools, internships and school and university presentations. The project aims to increase awareness, understanding and connection to defence and security data science careers from groups previously underrepresented in these roles. The project will involve working closely with the Turing's Defence and Security Partners and other organisations to deliver a range of activities aimed at increasing the diversity of those taking up data science careers in the defence and security field. This role will have line management responsibilities as well as supervise the facilitators working on the project.

DUTIES AND AREAS OF RESPONSIBILITY

- Manage the delivery of the Defence and Security Data Science Careers projects. This includes summer schools and career talks in locations across the UK and an undergraduate careers programme.
- Prioritizing safeguarding and health and safety at all stages of development and delivery.
- Scope and shape additional opportunities for engagement aligning work strategically to the goals of The Institute.
- Manage multiple stakeholders, including the Turing's Defence and Security Partners and youth delivery partner(s) to ensure stakeholder engagement and collaboration.

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- Manage recruitment, onboarding, pastoral and safeguarding support of participants. This will include under 18s and undergraduates.
- Drive curriculum development incorporating Human-Centred Design (UCD/HCD) to ensure programs are relevant, engaging, and audience appropriate.
- Lead the end-to-end curriculum design and content creation process, including quality assurance and iterative review. This involves collaboratively engaging internal peer experts (e.g., from Defence and Security) and managing project volunteers to translate complex scientific research into vibrant, age-appropriate project topics and educational materials for school-age learners.
- Lead the development and execution of an audience-informed project communications strategy. This includes direct collaboration with the Communications team to create and deploy effective advertising and engagement materials.
- Lead evaluation including refinement of KPIs and reporting on the programme.
- Develop, implement, and manage the participants next step and signposting opportunities.
- Lead logistics for all activities and ensure compliance with Safeguarding and Health and Safety policies and procedures.
- Operate as Designated Safeguarding Officer for all associated projects.
- Manage budgets and track spending across the project in real time.
- Proactively seek additional funding streams for future widening participation activities.
- Manage recruitment of appropriate staff and youth providers.
- Contract management and development

OTHER DUTIES

- Due to the nature of this role, key delivery periods take place during school holidays (including the summer period). During these times, some unsocial hours may be required and annual leave may be restricted. Time off in lieu will be provided in line with company policy. The role will also require occasional travel across the UK. Further details will be discussed at interview.

Please note that job descriptions cannot be exhaustive, and the postholder may be required to undertake other duties, which are broadly in line with the above key responsibilities. This job description is written at a specific time and is subject to changes as the demands of the Institute and the role develop.

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PERSON SPECIFICATION		
Skills and Requirements Post holders will be expected to demonstrate the following:	Essential (E) Desirable (D)	Tested at application (a) Tested at interview (i)
Education/Qualification		
Qualification or equivalent experience in project management and delivery	E	A
Degree or qualification related to working with young people, e.g. PGCE, Youth Work, Social Work.	E	A
Knowledge and Experience		
Experience of delivering complex projects with multiple stakeholders.	E	A/I
Experience of leading and direct delivery of programmes working with under 18s, young people and undergraduates. Such as in an educational setting or otherwise.	E	A/I
Comprehensive knowledge and applied experience leading statutory Safeguarding responsibilities for young people, demonstrating a thorough grasp of multi-agency procedures, relevant legislation, and practical implementation.	E	A/I
Strong practical project management skills, specifically in timeline development and tracking using industry-standard tools like Gantt charts.	E	A/I
Experience in the design and facilitation of engaging learning programs and professional development sessions specifically for under 18's, young people and undergraduate students.	E	A
Experience in developing and facilitating high-impact training informed by data-driven skills gap analysis across multiple organizational levels.	E	A/I
Knowledge of data science and AI career pathways.	D	A
Knowledge of defence and security career pathways.	D	A
Experience building and leading teams of volunteers.	D	A
Communication		
Excellent communication, negotiation and influencing skills at all levels.	E	I
Able to present complex information in an audience-appropriate format .	E	I
Teamwork and Motivation		
Ensures that all members of the team understand what is expected of them whilst delegating work fairly and according to individual ability.	E	I
Leads, oversees and monitors progress of key deliverables and timescales through probation/appraisal and takes appropriate action to deal with any issues or problems	E	I
Liaison and Networking		
Highly collaborative with an emphasis on clear, candid communication to establish and maintain secure project delivery and information integrity	E	I
Service Delivery		
Experience of making recommendations to contribute to service improvement.	E	A
Able to analyse and resolve problems and take steps to prevent future recurrence.	E	I
Ability to make recommendations offering wider benefits, using evidence to support.	E	I

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Planning and Organising		
Extensive experience of prioritising own workload effectively and working to deadlines.	E	A/I
Excellent time management and prioritisation skills, evidenced through managing multiple deadlines and projects.	E	I
Other Requirements		
Commitment to EDI principles and to the Organisation values	E	I
Must be willing and eligible to undergo background checks or security screening where required	E	A/I
British Citizen	E	A/I

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OUR VALUES

The Alan Turing Institute is committed to equality diversity and inclusion and to eliminating discrimination. All employees are expected to embrace, follow and promote our [EDI Principles](#) and Our Values.

Our values

- Trust**
We create an environment where we have trust and can be trusted
- Inclusivity**
We expect our Turing community to contribute to a culture that is inclusive and free of barriers
- Respect**
We all have different roles, priorities and challenges but our shared purpose is the same
- Leadership**
Leadership is everyone's business; Turing leaders set the right tone and lead by example
- Transparency**
Everyone should understand the how and the why of our decisions and actions
- Integrity**
We are all ambassadors for the Turing's mission of changing the world for the better

APPLICATION PROCEDURE

If you are interested in this opportunity, please click the apply button below. You will need to register on the applicant portal and complete the application form including your CV and covering letter. If you have questions about the role or would like to apply using a different format, please contact us on 020 3862 3307 or email recruitment@turing.ac.uk.

CLOSING DATE FOR APPLICATIONS: SUNDAY 29th MARCH 2026 at 23:59.

Interviews are expected to take place at our London office on 8th, 9th and 10th April 2026.

This role requires the successful candidate to be a British Citizen and be willing to undergo security/background checks. As part of your application, please include the following information in your cover letter:

- Your current nationality
- Your nationality at birth
- Other nationality (include dual nationality, if applicable)
- Confirmation that you have been residing in the UK for the past 5 years (if you haven't, please provide details of when and where you resided previously and the reason)

TERMS AND CONDITIONS

This full-time post is offered on a fixed term basis until 31st March 2027. The annual salary is £54,612 - £58,000 plus excellent benefits, including flexible working and family friendly policies, [Employee-only benefits guide | The Alan Turing Institute](#)

Due to the nature of the role, the successful candidate will be required to hold British citizenship and be willing to undergo security/background checks in line with the Partner's requirements.

The Alan Turing Institute is based at the British Library, in the heart of London's Knowledge Quarter. We expect staff to come to our office at least 4 days per month. Some roles may require more days in the office; the hiring manager will be able to confirm this during the interview.

EQUALITY, DIVERSITY AND INCLUSION

The Alan Turing Institute is committed to creating an environment where diversity is valued and everyone is treated fairly. In accordance with the Equality Act, we welcome applications from anyone who meets the specific criteria of the post regardless of age, disability, ethnicity, gender reassignment, marital or civil partnership status, pregnancy and maternity, religion or belief, sex and sexual orientation.

We are committed to making sure our recruitment process is accessible and inclusive. This includes making reasonable adjustments for candidates who have a disability or long-term condition. Please contact us at adjustments@turing.ac.uk to find out how we can assist you.

Please note all offers of employment are subject to obtaining and retaining the right to work in the UK and satisfactory pre-employment security screening which includes a DBS Check.

Full details on the pre-employment screening process can be requested from HR@turing.ac.uk.